

WESTWOOD PARKING AUTHORITY

Minutes of Reorganization Meeting Held on January 10, 2012

The meeting was called to order at 7:04 p.m. pursuant to the open public meeting laws of the State of New Jersey. The roll was taken. In attendance were the following members:

- Francis Costello
- John Oberg
- Matt Foley
- Sue Bahng
- Joseph Green - *Absent*

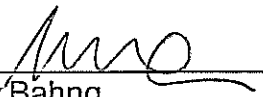
The following individuals, serving in various official capacities, were also present:

- William Phayre, Council Liaison
- Jack Sauer, Administrator
- Thomas Garrity, Assistant Administrator
- Michael Pellegrino, Esq., Attorney for Parking Authority

NEW BUSINESS:

A Motion was made by Sue Bahng seconded by Matt Foley and unanimously approved to approve the Minutes of the meeting held on November 15, 2011.

Upon Motion made by John Oberg, seconded by Matt Foley and unanimously approved, the meeting was adjourned at 7:09 p.m.



Sue Bahng
Secretary

Dated:

WESTWOOD PARKING AUTHORITY

Minutes of ~~Reorganization~~ Meeting
Held on January 10, 2012

The meeting was called to order at 7:10 p.m. pursuant to the open public meeting laws of the State of New Jersey. The roll was taken. In attendance were the following members:

- Francis Costello
- John Oberg
- Matt Foley
- Sue Bahng

The following individuals, serving in various official capacities, were also present:

- William Phayre, Council Liaison
- Jack Sauer, Administrator
- Thomas Garrity, Assistant Administrator
- Michael Pellegrino, Esq., Attorney for Parking Authority

Absent:

- Joseph Green

NEW BUSINESS:

Chairman Costello reviews the Consent Agenda. He reiterates that the PEO's will all receive a 3% increase and suggests that personnel also receive the same increase:

- Jack Sauer
- Michael Pellegrino
- Carol Knubel

A Motion was made by Matt Foley, seconded by Sue Bahng and unanimously approved to approve a 3% increase for the PEO's as well as Jack Sauer, Michael Pellegrino and Carol Knubel.

A roll call vote was taken and recorded as follows:

Francis Costello – Aye
Matt Foley - Aye
John Oberg – Aye
Sue Bahng– Aye
Joseph Green - Absent

Election of Officers:

The following individuals were nominated by John Oberg, seconded by Matt Foley and there being no further nominations, unanimously approved to serve in the capacities listed next to each for FY 2012

- | | |
|--------------------|---------------------|
| • Francis Costello | Chairman |
| • Matt Foley | Vice Chairman |
| • Sue Bahng | Secretary |
| • John Oberg | Treasurer |
| • Joseph Green | Assistant Treasurer |

A Motion was made by Matt Foley seconded by John Oberg, and unanimously approved to approve the balance of the Consent Agenda attached hereto,

A roll call vote was taken and recorded as follows:

Francis Costello – Aye
Matt Foley - Aye
John Oberg – Aye
Sue Bahng– Aye
Joseph Green - Absent

COMMITTEE REPORTS:

Administrator's Report:

Jack Sauer reported the following:

- Joseph Creadon was involved in a motor vehicle accident and was broadsided. He went to the hospital and was diagnosed with bruises but nothing serious.
- Suggested we send a get well gift to Joe Creadon
- The van has to be appraised and might be totaled.
- The van is used for collecting. If it is totaled, another SUV would be needed for collecting purposes.
- Administrator Hoffman inquired about the replacement of a decorative lantern but it is not one that the WPA installed.

- The WPA has parts for lanterns but we do not have any replacement lanterns in stock. Cost of installing lanterns is between \$200 and \$400.00
- There have been requests for the placement of additional long term meters in the Center Avenue North lot.

Chairman Costello suggests that if we add additional long term meters to the Center Avenue North lot, it would take away customer parking and the last traffic study that was performed indicated that there is enough long term parking in the peripheral areas.

Chairman Costello also indicated that the decorative bases should be re-installed on the meters along Westwood Avenue.

PUBLIC

Chairman Costello suggests that we hear from the public as a courtesy and then continue with the regular agenda.

Bruce M. Meisel, property owner and prior Attorney to the WPA begins by showing a survey of Broadway and Jefferson Avenue where the Volz property and Arrow Stationary property are delineated.

Mr. Meisel indicated the following:

- The Arrow Stationary building is for sale and abuts the Center Avenue South lot as well as what will be the CVS parking lot.
- The building is built to the lot line
- This property could hold one lane and angled parking and parallel parking of between 16-26 spaces. If we gave the adjoining property a right of way, we could pick up more spaces.
- Opens up a vista of parking in that area
- Spaces will be lost on Broadway when intersection reconfigured
- Historically, when lots are created, it increases and facilitates development
- Property owners could be assessed at a rate of \$175 per \$100,000 of assessed value per year for special assessments
- In certain lots improvements were made and assessed
- In certain instances the WPA made improvements and did not assess out
- Mr. Meisel offers to attend the Mayor and Council meeting to introduce the idea

Mr. Meisel leaves a copy of the 10 step process to obtain the lot, which has been used previously to obtain lots

FINANCIAL REPORT:

Mr. Garrity reviewed the P&L Statement and indicated the following:

- Reviews P&L for FY 2011
- Cash position report should increase with fine income and collections
- December was a quiet month and was also high in maintenance costs due to master meters

Chairman Costello indicates that he would like to decrease the maintenance costs by approximately 15%.

Liaison Phyre indicated that there was positive feedback on the 10 minute option on the meters.

Chairman Costello says that he will work with Mr. Pellegrino to prepare a Press Release which would contain the parking rules and regulations.

LEGAL REPORT:

Resolution for Co-coop prepared and reviewed to obtain the discount for the master meters.

Francis reads the resolution.

NEW BUSINESS:

A Motion was made by Sue Bahng seconded by Matt Foley and unanimously approved to authorize preparation and submission of the Resolution to join the Co-op in an effort to receive discount on the master meter.

A Motion was made by Matt Foley, seconded by Sue Bahng and unanimously approved to approve the disbursements, checks 2055 through 2063. A roll call vote was taken and recorded as follows:

Francis Costello – Aye
Matt Foley - Aye
John Oberg – Aye
Sue Bahng– Aye
Joseph Green – Absent

Chairman Costello discusses Mr. Meisel's suggestion of purchasing the Arrow Stationary property. Mr. Phyre discusses that the fact that the lot may not be solely be used for customer parking. The idea would have to be brought before the Mayor and

Council and thinks that a proposal should be presented as a hand-out to the Mayor and Council so that it addresses questions that they may have.

Liaison Phyre indicates that the Mayor and Council is ready to move on the Volz property once the confirmation is obtained that the clean-up is complete.

Chairman Costello indicated that the parking was at 80% when the parking study was completed although the parking could be beneficial to that area.

A Motion was made by John Oberg, seconded by Matt Foley and unanimously approved to purchase a meal (up to \$100.00) to be delivered to Joe Creadon's house during his recovery. A roll call vote was taken and recorded as follows:

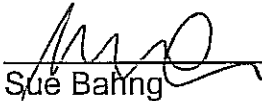
Francis Costello – Aye
Matt Foley - Aye
John Oberg – Aye
Sue Bahng– Aye
Joseph Green – Absent

Sue Bahng leaves the meeting at 8:05

Mr. Pellegrino suggests that we make a Motion authorizing Chairman Costello to explore and address the opportunity of the Arrow property.

A Motion was made by Matt Foley, seconded by John Oberg and unanimously approved to authorize Chairman Costello to address the opportunity of acquiring the Arrow Stationary property.

Upon Motion made by John Oberg, seconded by Matt Foley and unanimously approved, the meeting was adjourned at 8:25 p.m.



Sue Bahng
Secretary

Dated: